

**STATE OF ILLINOIS**  
**INTERNAL AUDIT ADVISORY BOARD**

Web Address: [HTTP://SIAAB.AUDITS.UILLINOIS.EDU](http://SIAAB.AUDITS.UILLINOIS.EDU)

**MINUTES**

**Board Meeting – January 9, 2018**

**1:00 p.m.**

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**CALL TO ORDER**

A meeting of the State Internal Audit Advisory Board (SIAAB) was held at the Capital City Center, Room 104, Springfield, Illinois, with video conferencing available at the JRTC, Room 9-036, Chicago, Illinois. The meeting was called to order at 1:00 p.m. by Chair Jay Wagner in Springfield.

**ROLL CALL**

**Members Present/Location:**

H. Jay Wagner (Chair), Office of the Attorney General – Springfield  
Leighann Manning (Vice Chair), Office of the Treasurer – Springfield  
Jack Rakers, Central Management Services - Springfield  
Stephen Kirk, Department of Transportation - Springfield  
Brent Nolen, Illinois State Police – Springfield  
Jamie Nardulli, Department of Healthcare and Family Services– Springfield  
Stell Mallios, Office of the Secretary of State – Chicago  
Amy DeWeese, Department of Human Services – Springfield  
Gary Shadid, Illinois Office of the Comptroller – Springfield

**Members Absent:**

Julie Zemaitis, University of Illinois (notified chair)

**MINUTES**

The minutes for the December 12, 2017 SIAAB meeting were accepted. Ms. Manning made a motion to accept, seconded by Ms. DeWeese. The motion passed unanimously.

**PUBLIC PARTICIPATION**

None.

## **REPORTS AND UPDATES**

### **CPE Coordinator**

Mr. Wagner read the report that Ms. Zemaitis created that stated that five people took the SIAAB training and passed in the last month.

### **Quality Assurance Coordinator**

Mr. Wagner stated that there were no updates.

### **FOIA Officer**

Ms. Manning stated there was nothing to report.

### **Guidance Coordinator**

Mr. Kirk stated there are no new inquiries.

## **OLD BUSINESS**

### **FCIAA Committee Report and Guidance**

Mr. Kirk stated that some changes were made to the current Guidance document to incorporate changes suggested by the University of Illinois. Ms. DeWeese made a motion to send the draft to the Office of the Auditor General for their review and comments, which was seconded by Mr. Shadid. The motion passed unanimously with Mr. Kirk abstaining.

### **Fall Government Auditing Conference**

Mr. Wagner stated that there were a couple of speakers that have reached out. Additionally, they are asking the Northfield Center for pricing. Last year, the conference lost a couple thousand dollars as such (offset by the IIA standalone training on the final day), so he will most likely propose increasing the price to \$99.

## **NEW BUSINESS**

### **Website Traffic Report**

Mr. Wagner report that there was an increase in traffic around the Fall Conference.

### **Bylaw Update**

Mr. Wagner stated that section 2.3.1 in the bylaws needs to be removed because it has a reference to FCIAA. Mr. Rakers made a motion to remove the section, which was seconded by Mr. Nolen. The motion passed unanimously.

### **Nominations for Chair and Vice Chair**

Mr. Wagner nominated Ms. Manning for Chair. Mr. Kirk made a motion, which was seconded by Mr. Shadid. The motion passed unanimously with Ms. Manning abstaining.

Ms. Manning nominated Ms. Nardulli for Vice Chair. Mr. Wagner made a motion, which was seconded by Mr. Nolen. The motion passed unanimously with Ms. Nardulli abstaining.

### **ANNOUNCEMENTS**

The next regular meeting is scheduled for February 13, 2018, at 1:00 p.m. The meeting will be at the Capital City Center's Video Conference Room #104, 130 West Mason, Springfield, Illinois. For those attending via video conference in Chicago, Room 9-036 of the James R. Thompson Center (JRTC), 100 W. Randolph St., will be reserved.

### **ADJOURNMENT**

A motion to adjourn was made by Mr. Kirk, seconded by Ms. DeWeese. Motion carried unanimously. Meeting adjourned at 1:15 p.m.